

TOWN ADMINISTRATOR'S REPORT

November 16, 2021

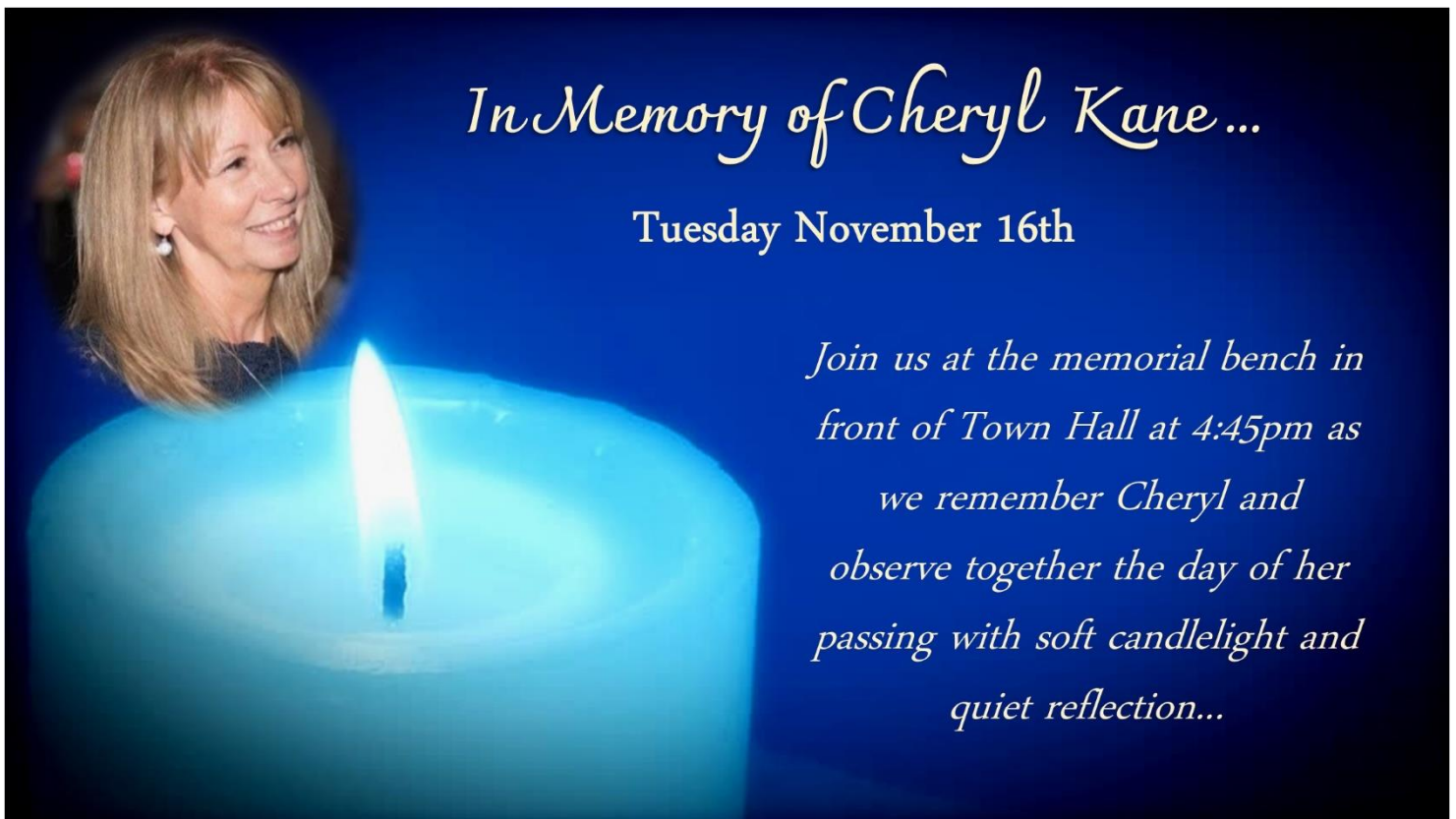


ADMINISTRATION:

- Town Administrator (TA) Greg Johnson and Human Resources (HR) Manager Stephanie Duggan continue negotiations with the AFSCME Clerical Union.
- TA Johnson joined town and state officials who attended the Veterans' Day ceremony at Maynard's Veterans' Memorial Park. Thanks for all the work from Andrea Tobin for organizing, and to the Maynard High School Band for participating:



- Town Offices will be closed in observance of Thanksgiving on:
Monday: November 22, 2021 open 8:00 am – 4:00 pm
Tuesday: November 23, 2021 open 8:00 am – 7:00 pm
Wednesday: November 24, 2021 open 8:00 am ~ 12:30 pm
Thursday: November 25, 2021 CLOSED
Friday: November 26, 2021 CLOSED
- TA Johnson will be attending the Massachusetts Municipal Managers Association (MMMA) Fall Conference in Chatham, MA on Thursday and Friday, Nov 18-19, 2021.
- Residents, businesses and visitors are encouraged to subscribe to the town's Official Newsletter:
[Subscribe](#)
- A brief candlelight memorial is planned for the town staff to mark the day of Treasurer/Collector Cheryl Kane's passing on November 16th at 4:45pm. Town Hall will be closing at 4:30pm that day.



TOWN CLERK'S OFFICE:

In her duties and authority as Town Clerk, Joanna Bilotta-Simeone officiated a wedding held behind Town Hall along the Assabet River:



POLICE:

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Incidents:

- On October 1st, an employee of Market Basket reported that her bicycle was stolen from behind 4 Digital Way. The bicycle was reported as a black trek.
- On October 6th, Ofc. Wellborn took a report of a mailbox that appeared to have been struck by a vehicle on Parker Street. The incident was documented.
- On October 11th, Ofc. Blackington took a report from a resident who stated that she received an email from Walmart confirming a purchase that she did not make. When the resident reviewed her account there were two additional suspicious purchases. Walmart was alerted to the fraudulent activity and the accounts were secured by the reporting party.
- On October 13th, Ofc. Gennaro took a report of a resident that was attempting to sell a painting online and who had been issued a fraudulent check. The incident was documented, and no funds were taken.
- The Maynard Police Department responded to the HS for a report of a past motor vehicle accident involving a pedestrian who was a student at the HS. The motor vehicle accident occurred at the intersection of Thompson Street @ Great Road on October 14th
- On October 19th during routine patrol Sgt. Sutherland noticed an open door on a trailer located behind a Main Street building. He further investigated and located empty bottles of whipped cream. Dispatch notified the owner who reported nothing was missing. It appears someone may have gone inside of the trailer and was “huffing”. The incident was documented, and the trailer was secured.
- On October 19th, Ofc. Moore and Ofc. McCann responded to 15 Digital Way for a report of juveniles attempting to knock over port-o-potty’s. The juveniles left on foot, and Officers were not able to locate. No damage was recorded.
- On October 23rd, Dispatch received numerous reports of loud explosions. The source was determined to be Fort Devens performing demolitions.

Community Outreach:

- The Maynard Police Department had the Massachusetts Police Accreditation Commission hold their three-year re-accreditation assessment. The Department provided all documents and waits the awarding of the accreditation status.
- The Maynard Police Department welcomed Officer Brendan Moore back on October 1, 2021, after almost two (2) years on active duty.
- The Maynard Police Department had a table and greeted residents and visitors at Maynardfest 2021 on October 2, 2021.
- Officers assisted with the parking and coordination for the Special Town Meeting on October 16, 2021.

- Our Police Officers were out and about on Halloween night giving out candy to some of our younger residents who were out showing off their amazing costumes!

Training:

- Detective Seeley, Officer Houle, Officer Moore and Special Officer McCue attended In-service training in Lowell.
- Sergeant Petersen attended a week long Leadership training class sponsored by the Maynard Police Department and hosted at the Littleton Police Department.
- Sergeant Manchuso, Officer Moore, Officer Gennaro, Officer McCann, Officer Morahan and Officer Wellborn attended TECC Training with the Maynard Fire Department.
- Chief Noble attended the annual Mass Chief's of Police conference in Norwood on October 19-21, 2021.
- Chief Noble and Deputy Chief Troiano attended Police Reform training hosted by MIIA on October 28, 2021.



Motor Vehicle Stops:

Action Taken:

Civil Citation: 6

Written Warning: 37

Verbal Warning: 110

Arrests(Motor Vehicle Related): 4

Criminal Complaint: 10

Total Motor Vehicle Stops: 167

Motor Vehicle Accidents:

<u>Location</u>	<u>Number of Motor Vehicle Accidents</u>
Acton Court	1
Acton Street	1
Brown Street	1
Concord Street Circle	1
Digital Way	1
Espie Avenue	1

Great Road	1
Main Street	1
Nason Street	1
Parker Street	1
Powder Mill Road	1
Summer Street	2
Walnut Street	1
Waltham Street	1

Total 15

PUBLIC WORKS:

- Understanding Water Resources: Learn the least you should know about the water you not only love, but need to survive! Find out about the water service a typical residential water bill covers, and the costs of delivering a consistent, reliable flow of safe and affordable drinking water to your faucet. [View this clip for information.](#)
- The town was granted a [Housing Choice Communities Grant](#) in the amount of \$250,000 to conduct planning, permitting, and preliminary design for upgrades to the existing pump station and force main located on Powder Mill Road.
- The Department of Public Works will be commencing its annual fall street sweeping process beginning November 17th, and lasting until completion. Completion is subject to weather conducive to the operation. Impacts as it relates to the operation will be minimal, slowed traffic patterns, and one-way traffic. The Department will be following its pre-determined priority street sweeping list, starting on Great Road and following the list as [seen on the Departments website](#):
 - Business District/Main Street Area
 - Fletcher St. Area
 - Vose Hill Area to Sudbury Town Line
 - Old Marlboro Rd Area
 - Presidential Area
 - Butler, Crane, Douglas Terraces etc.
 - Elmwood, Fairfield, Thompson etc.



- Glendale, Prospect Tremont & Concord St Area
- Upper Acton Area, Maple, Brooks Linden
- Lincoln, Brooks, Mayfield, Amory, Randall Areas
- Mockingbird, Dix, Durant, Patti Area
- Howard, Florida, Summerhill
- Pine, Spring, Sudbury
- The department oversaw the execution and process of several days of water gate replacement that took place on Main Street, Mill Street and Pine Street. This project was a large level water distribution improvement project coordinated and conducted with the department of public works water / sewer department and R.H White. Improvements coincide with the departments 30 year old water distribution capital improvement plan as priority one, which has never transpired in that time frame. This allows our system to be controlled from a pivotal location within our distributions primary constraint points feeding the water tower, which will also allow for better water quality through the removal of three broken gate valves (in the closed position).







- On Saturday November 13, 2021, the Department of Public Works (DPW) hosted a [Recycling Drop Off Center](#) day. This also included chipping services.
- [Seasonal Curbside Yard Waste](#) will take place on the following weeks:
 - 2021 – May 10 – May 14
 - 2021 – Nov 1 – Nov 5 & Nov 15 – Nov 19
 - Please place leaves, grass, wood chips in paper yard waste bags at curbside by 7:00am on your normal trash collection day. For more information, call DPW @ 978-897-1317

- **Florida Road Bridge Replacement**

The [Florida Road Bridge Replacement](#) is a collaboration between the Town of Maynard, MassDOT's Highway Division and the Federal Highway Administration. The existing bridge, constructed in 1915, has several structural issues including:

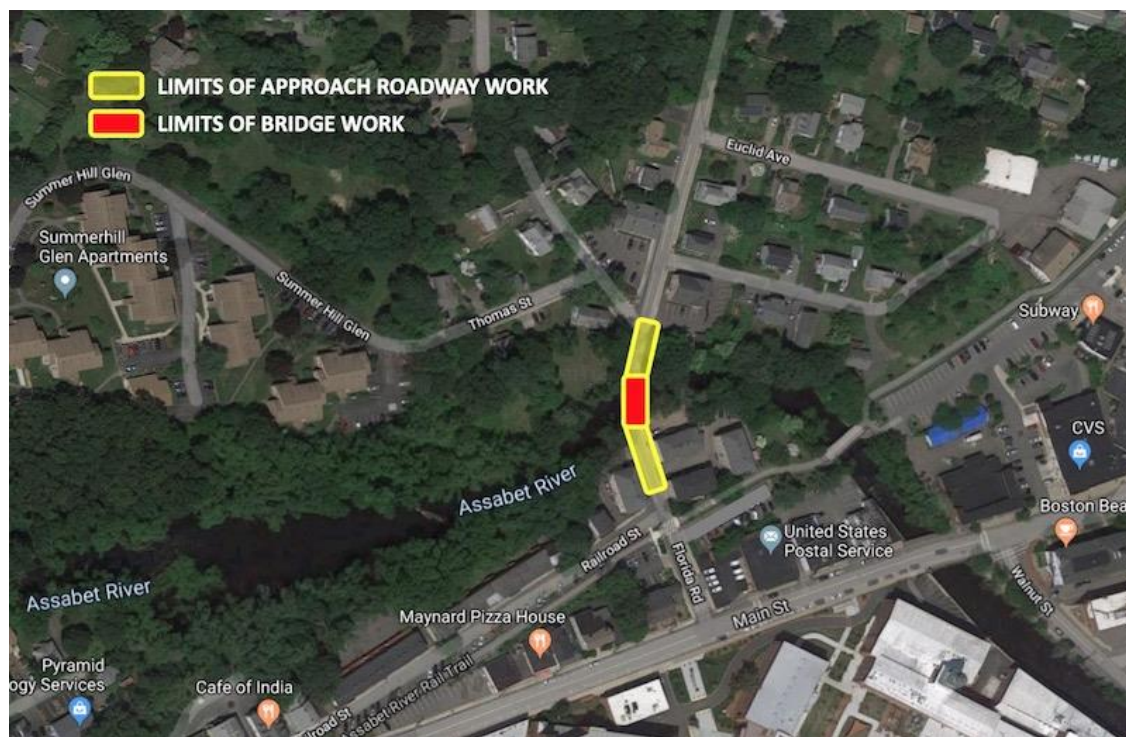
- Deficient Concrete Arch

- Barriers on Bridge Unsafe for Vehicular Impact
- Deteriorated Sidewalks with Small Curb Reveals
- Narrow Roadway/Shoulders
- Horizontal and Vertical Curves
- Poor Sight Distance

The new bridge will be a replacement of the entire structure with crash-tested railings and end posts, new sidewalks improved drainage, replacement of sections of water and sewer mains in the bridge area and the relocation of utility poles and overhead wires.

Construction and Traffic Impacts

Florida Road will be closed at the bridge site during construction (approximately two years). Abutter access will be maintained throughout construction. The work is scheduled to begin within the next few weeks. [Visit the Florida Road webpage for updates and information.](#)



MUNICIPAL SERVICES:

Public Health

- Health Agent John Robertston started in Maynard on Monday November 8th.

- Staff is researching options to bring a mobile vaccine clinic to Maynard to assist in the vaccination effort for children ages 5-11.
- Staff is working with the Department of Public Health and volunteer members of Maynard Medical Reserve Corps (MRC) to assist with COVID-19 contact tracing.

ArtSpace

- Assistant Town Administrator Megan Zammuto and Planning Director Bill Nemser attended a meeting with Massachusetts Cultural Council, Cultural Facilities Fund Program Director Jay Paget and ArtSpace Board President Gail Erwin. The purpose of the meeting was to eligibility for various grant opportunities.

Planning and Conservation

- Town staff, Conservation Commission Chair Susan Erikson and Planning Board Chair Chris Arsenault participated in interviews for the Conservation Agent/Assistant Town Planner. We hope to have a new staff person on board soon!
- The Conservation Commission unanimously voted to accept the 6.592 acre land gift behind Old Bay Road.

Grant Administration

- CDBG – The micro loan program has ended, however the funding assigned to that program that had not been spent has been reallocated to the childcare subsidy program. The Office of Municipal Services with Boyd Associates has been able to assist six children and we have another \$20,000 to use to assist current participants and welcome new participants. (See more details in the attached report.)